

INTERIM FINANCIAL REPORTING STRATEGY

Department of Transportation DELPHI Implementation



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Introduction

This strategy defines the consolidated financial reporting during the interim period when both the new DELPHI solution and the current DAFIS system are operational. This begins when the Phase 1 pilot (FRA) implementation is completed. It ends when the Phase 2 (OA deployment) implementations are completed. When the Operating Administrations are using the DELPHI financial solution and standard accounting classification structure, Department of Transportation (DOT) consolidated financial statements will be produced using Oracle reports without need for an external consolidation system or process.

Purpose

The purpose of this strategy is to document the main requirements for consolidated financial reporting during the interim period when the DAFIS and DELPHI systems will be operational.

Scope & Application

This strategy covers the DOT consolidated financial reporting for DAFIS and the new DELPHI financial solution at month-end, quarterly, and at year-end during the interim period described in the introduction. Because this is a temporary situation, the strategy will provide an approach to accomplish the consolidation and reporting needs in the simplest manner requiring the smallest amount of incremental development effort to implement.

Related Documents

1. Program Charter for the DELPHI Program

Current Reporting and Consolidation Process

The financial reporting and consolidation process for the current DOT environment is documented below.

Current Month-end Process

There is no requirement for financial consolidation at month-end. This section contains the financial month-end reporting requirements. This is depicted in Figure 1.

A DAFIS report for each of eleven (11) ALC's (Agency Location Codes) is produced for Treasury:

- Eleven ALC-specific SF224 Statement of Transactions (SOT)

Treasury produces two reports for use in reconciliation by the OA's and AMZ-2B:

- FMS Form 6652
- FMS Form 6653 Undisbursed Appropriation Account Ledger

Detail DAFIS reports are produced for internal research and to reconcile FMS Form 6652 and FMS Form 6653:

- Detail SF224 reports (various sorts)
- Form 6653REC

Three DAFIS files are sent to each Operating Administration (via FSM):

- G/L extract
- T21 G/L chart of accounts (crosswalk table to SGL)
- R07 appropriation code table

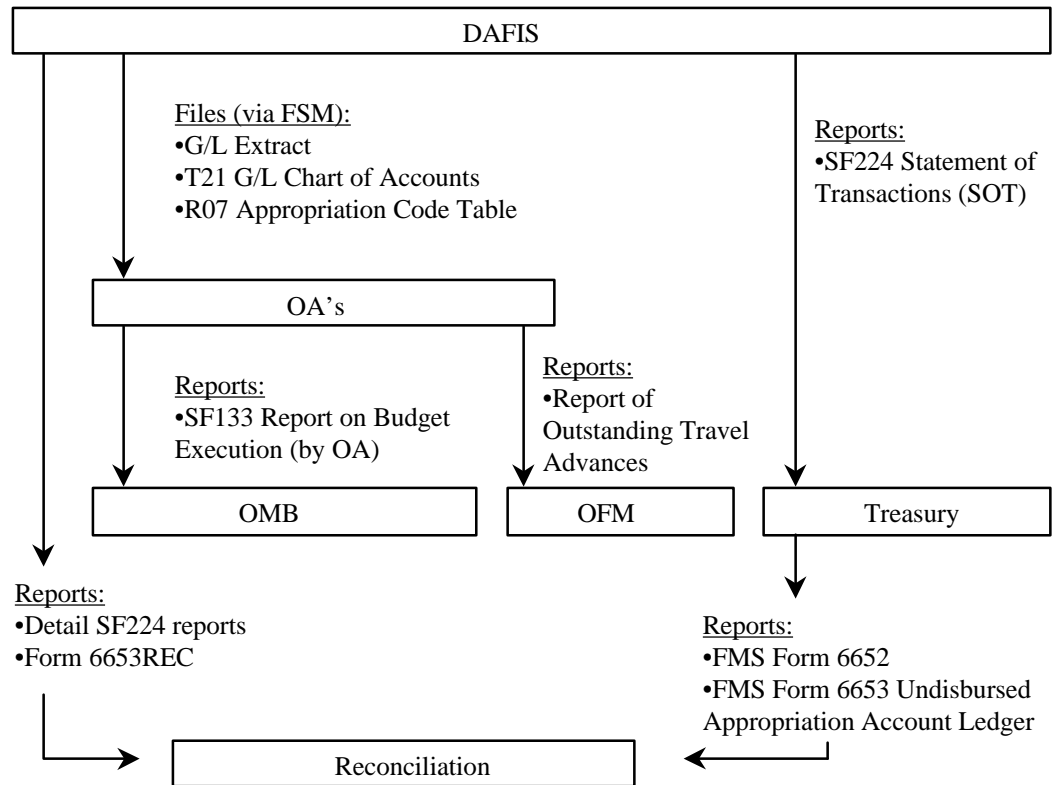
Each Operating Administration produces a report for OMB:

- SF133 Report on Budget Execution

Each Operating Administration produces a report for OFM:

- Outstanding Travel Advances

Figure 1.



Current Quarterly Process

There is no requirement for quarterly financial consolidation. This section contains the quarterly financial reporting requirements. Figure 2 graphically represents the reporting requirements.

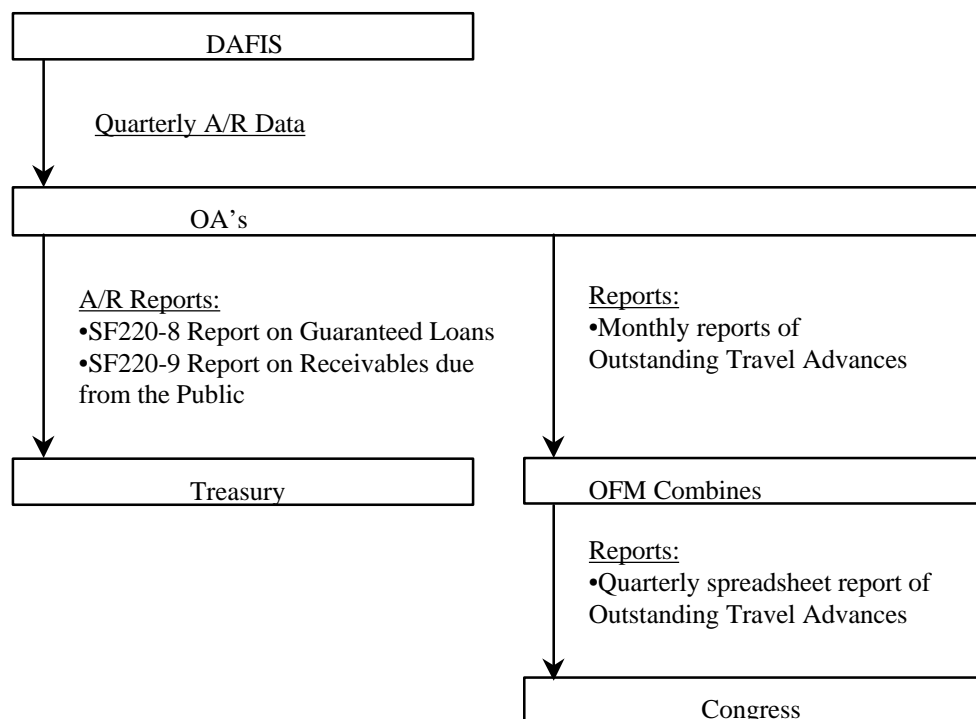
Two DAFIS A/R reports are produced for Treasury:

- SF220-8 Report on Guaranteed Loans (quarterly for MARAD only)
- SF220-9 Report on Receivables due from the Public (quarterly for Coast Guard; quarterly for other OA's if receivables are \$100 million or more)

The monthly reports of Outstanding Travel Advances from the OA's are combined on a quarterly basis by OFM for Congress:

- Quarterly spreadsheet report of Outstanding Travel Advances

Figure 2.



Current Year-end Process

Fiscal Year-end

This section defines the fiscal year-end financial consolidation process and reporting requirements. These are outlined in Figure 3.

Three DAFIS files are sent to each Operating Administration (via FSM):

- G/L extract
- T21 G/L chart of accounts (crosswalk table to SGL)
- R07 appropriation code table

Each Operating Administration makes adjustments and produces their individual OA financial statements for OFM:

- Balance sheet
- Statement of Financing
- Statement of Net Cost
- Statement of Changes in Net Position
- Statement of Budgetary Resources
- Statement of Custodial Activity

Each OA produces two DAFIS A/R reports for OFM:

- SF220-8 Report on Guaranteed Loans
- SF220-9 Report on Receivables due from the Public

Each OA produces two reports for Treasury:

- FMS Form 2108 Yearend Closing Statement
- SF220-8 Report on Guaranteed Loans

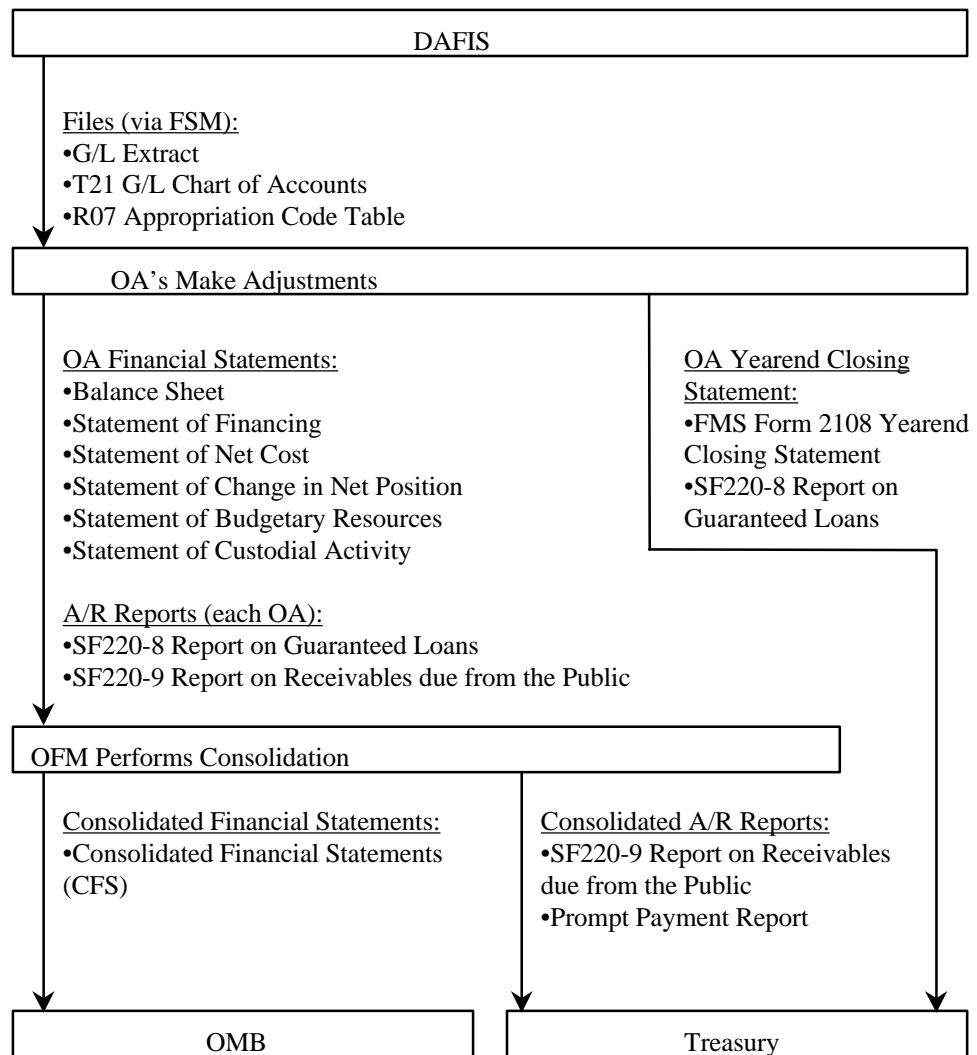
OFM staff utilizes the OA financial statements and A/R reports to manually consolidate financial information. OFM produces the consolidated DOT financial statements for OMB:

- Consolidated Financial Statements (CFS)

OFM produces consolidated DOT A/R reports for Treasury:

- SF220-9 Report on Receivables due from the Public
- Prompt Payment Report

Figure 3.



Calendar Year-end

There is no requirement for calendar year-end financial consolidation. This section contains the calendar year-end financial reporting requirements. These are shown in Figure 4.

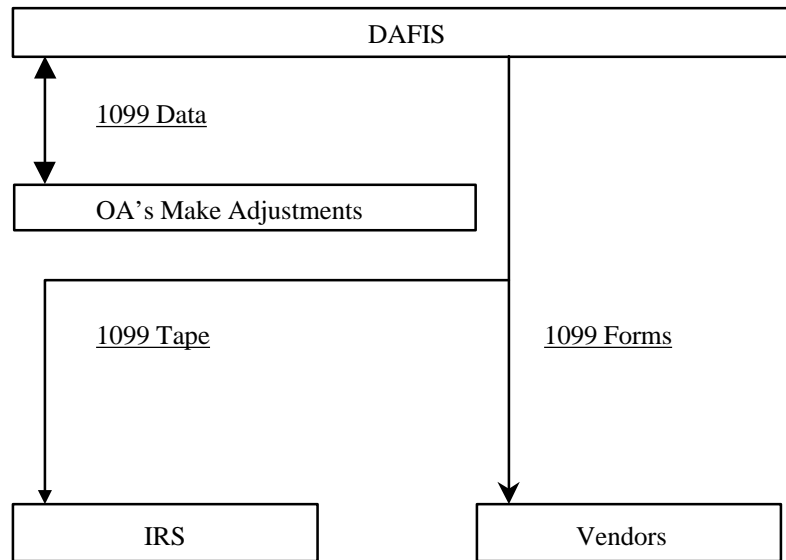
DAFIS information pertaining to vendor 1099 reporting is provided to the OA's for adjustments:

- Vendor 1099 data

After OA adjustments have been made, vendor 1099's are created for the IRS and for the vendors:

- 1099 tape created for IRS
- 1099 forms printed for vendors

Figure 4.



Interim Period Reporting and Consolidation Strategy

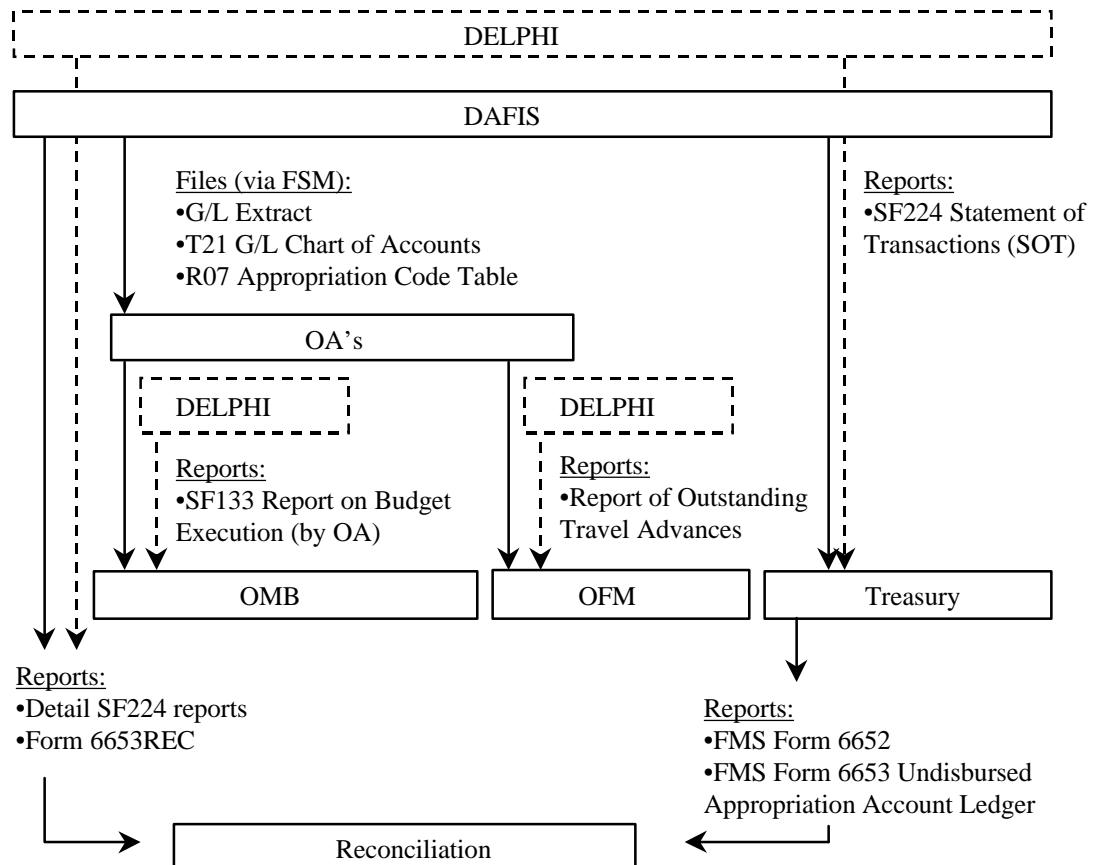
The financial reporting and consolidation strategy for DOT reports and consolidated financial statements from DELPHI and DAFIS during the interim period is documented here. The strategy allows the current period-end processes to remain in place during the interim period by replacing reports that are currently derived from DAFIS with reports derived from DELPHI as each OA is implemented.

Month-end

This section defines the strategy for month-end financial reporting during the interim period. This is depicted in Figure 5.

- The same reports and files that are produced at month-end from DAFIS will continue for each OA until DELPHI is implemented for that OA.
- For OA's that have begun to use DELPHI and stopped using DAFIS, the reports shown in Figure 5 will be produced at month-end using DELPHI. These reports will be distributed to the same recipients as the corresponding DAFIS reports.
- The interim month-end process will remain the same as the current process with the exception that certain reports will come from two sources instead of one.

Figure 5.

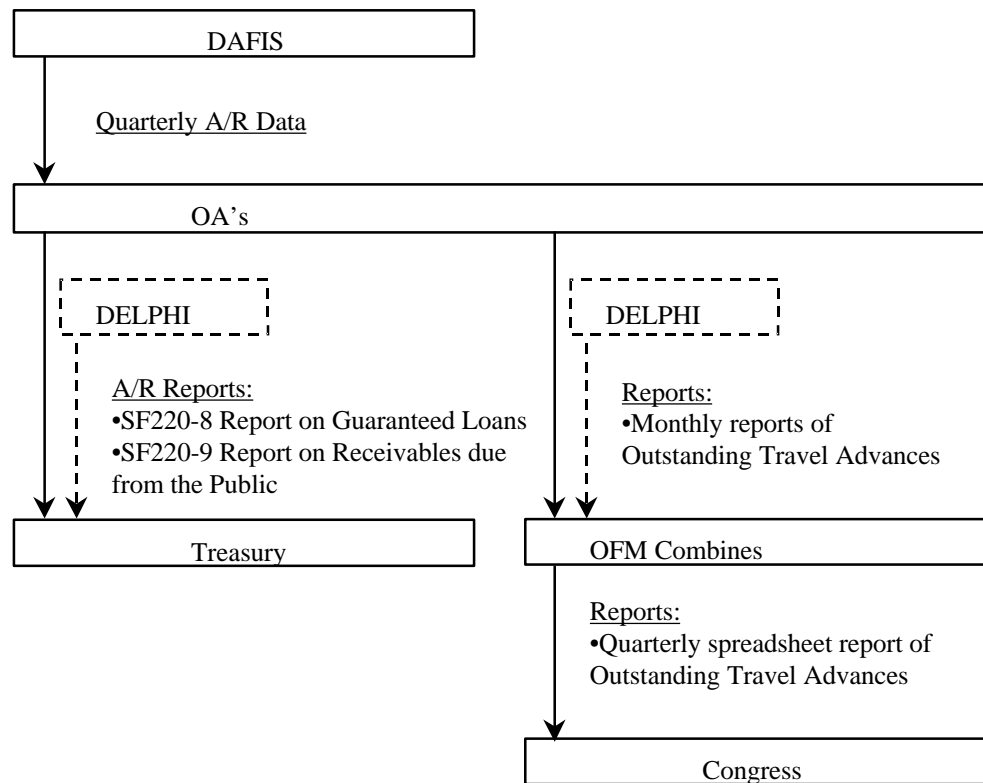


Quarterly

This section defines the strategy for quarterly financial reporting during the interim period. Figure 6 shows the quarterly reporting.

- The same reports that are produced quarterly from DAFIS will continue to be used by each OA until DELPHI is implemented.
- For OA's that have begun to use DELPHI and stopped using DAFIS, the reports shown in Figure 6 will be produced using DELPHI information. These reports will be distributed to the same recipients as the corresponding DAFIS reports.
- The interim quarterly process will remain the same as the current process with the exception that certain reports will come from two sources instead of one.

Figure 6.



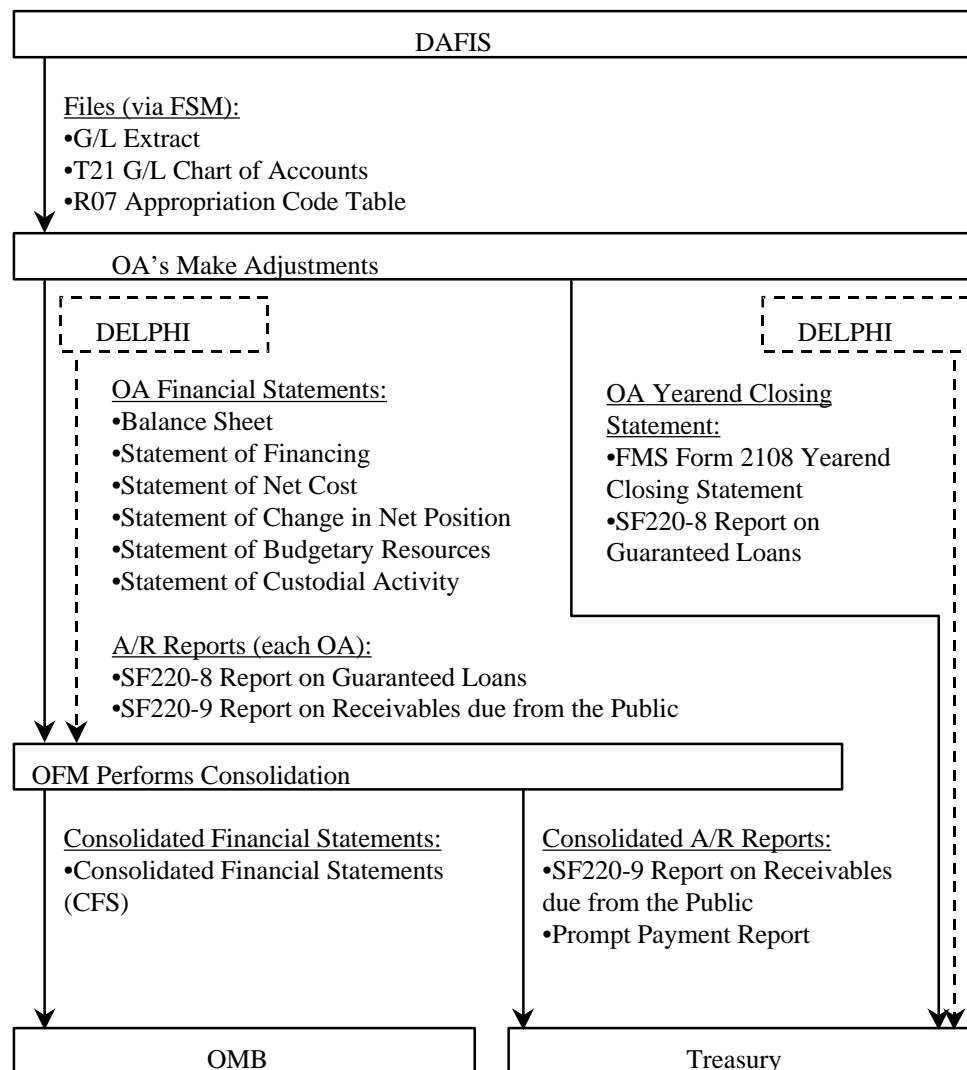
Year-end

Fiscal Year-end

This section defines the strategy for fiscal year-end financial consolidation and reporting during the interim period. Fiscal year-end consolidation and reporting are depicted in Figure 7.

- The same reports and files that are produced at year-end from DAFIS will continue to be used by each OA until DELPHI is implemented.
- For OA's that have begun to use DELPHI and stopped using DAFIS, the reports shown in Figure 7 will be produced at year-end using DELPHI. These reports will be distributed to the same recipients as the corresponding DAFIS reports.
- The interim year-end process will remain the same as the current process with the exception that certain year-end reports will come from two sources instead of one.

Figure 7.



Calendar Year-end

This section defines the strategy for calendar year-end financial reporting during the interim period. This is depicted in Figure 8.

- The 1099 tape for the IRS and the 1099 forms for the vendors that are produced at calendar year-end from DAFIS will continue to be used from DAFIS for each OA until DELPHI is implemented.
- For OA's that have begun to use DELPHI, the 1099 tape and 1099 forms will be produced at calendar year-end from DELPHI, and will be distributed to the IRS and appropriate vendors.
- The interim calendar year-end process will remain the same as the current process with the exception that the 1099 tape and 1099 forms will come from two sources instead of one during the interim period.

Figure 8.

